



Departmental Quarterly Performance Report

Department Name: Housing Finance Authority

Reporting Period:

9/30/03

March 31, 2003

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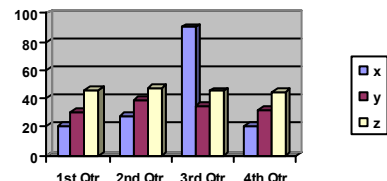
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MAJOR PERFORMANCE INITIATIVES

Describe Key Initiatives and Status

Check all that apply

<div>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></div> <div><i>Describe initiative and provide status update</i> <i>Insert associated performance measures, if applicable, e.g.</i></div> <div><table><caption>Performance Measures Data</caption><thead><tr><th>Quarter</th><th>x</th><th>y</th><th>z</th></tr></thead><tbody><tr><td>1st Qtr</td><td>20</td><td>30</td><td>40</td></tr><tr><td>2nd Qtr</td><td>30</td><td>40</td><td>50</td></tr><tr><td>3rd Qtr</td><td>90</td><td>40</td><td>50</td></tr><tr><td>4th Qtr</td><td>20</td><td>30</td><td>40</td></tr></tbody></table></div>	Quarter	x	y	z	1st Qtr	20	30	40	2nd Qtr	30	40	50	3rd Qtr	90	40	50	4th Qtr	20	30	40	<div><input type="checkbox"/> Strategic Plan</div> <div><input type="checkbox"/> Business Plan</div> <div><input type="checkbox"/> Budgeted Priorities</div> <div><input type="checkbox"/> Customer Service</div> <div><input type="checkbox"/> ECC Project</div> <div><input type="checkbox"/> Workforce Dev.</div> <div><input type="checkbox"/> Audit Response</div> <div><input type="checkbox"/> Other _____ (Describe)</div>
Quarter	x	y	z																		
1st Qtr	20	30	40																		
2nd Qtr	30	40	50																		
3rd Qtr	90	40	50																		
4th Qtr	20	30	40																		
<div>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></div> <div>AS OF THE SECOND QUARTER, LENDERS HAVE PROCESSED 98 LOANS FOR A TOTAL AMOUNT OF FINANCING OF \$8,142,979. THIS PROGRAM CONTINUES UNTIL DECEMBER 1, 2003.</div>	<div><input type="checkbox"/> Strategic Plan</div> <div><input checked="" type="checkbox"/> Business Plan</div> <div><input type="checkbox"/> Budgeted Priorities</div> <div><input type="checkbox"/> Customer Service</div> <div><input type="checkbox"/> ECC Project</div> <div><input type="checkbox"/> Workforce Dev.</div> <div><input type="checkbox"/> Audit Response</div> <div><input type="checkbox"/> Other _____ (Describe)</div>																				
<div>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></div> <div>ISSUANCE OF MULTIFAMILY BONDS TO PROVIDE FINANCING FOR CONSTRUCTION OR REHABILITATION OF RENTAL UNITS TO BE OCCUPIED BY LOW- AND MODERATE-INCOME FAMILIES AND INDIVIDUALS. THERE ARE CURRENTLY 4 BOND APPLICATIONS BEING REVIEWED.</div>	<div><input type="checkbox"/> Strategic Plan</div> <div><input checked="" type="checkbox"/> Business Plan</div> <div><input type="checkbox"/> Budgeted Priorities</div> <div><input type="checkbox"/> Customer Service</div> <div><input type="checkbox"/> ECC Project</div> <div><input type="checkbox"/> Workforce Dev.</div> <div><input type="checkbox"/> Audit Response</div> <div><input type="checkbox"/> Other _____ (Describe)</div>																				
<div>County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <i>Technology</i> <i>Fiscal Responsibility</i></div> <div>PROVIDE HOMEBUYER WORKSHOPS TO COUNTY EMPLOYEES INTERESTED IN PURCHASING THEIR FIRST HOME. THERE WILL BE 12 DIFFERENT SESSIONS HELD THROUGHOUT THE MONTHS OF MARCH, APRIL, MAY AND JUNE TO PROVIDE DIFFERENT TIMES AND LOCATIONS FOR COUNTY EMPLOYEES TO ATTEND.</div>	<div><input type="checkbox"/> Strategic Plan</div> <div><input checked="" type="checkbox"/> Business Plan</div> <div><input type="checkbox"/> Budgeted Priorities</div> <div><input type="checkbox"/> Customer Service</div> <div><input type="checkbox"/> ECC Project</div> <div><input type="checkbox"/> Workforce Dev.</div> <div><input type="checkbox"/> Audit Response</div> <div><input type="checkbox"/> Other _____ (Describe)</div>																				

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County Mgr. Priority (Circle One): People Service Technology Fiscal Responsibility CONTINUE TO DEVELOP THE ANTI-PREDATORY LENDING INITIATIVE WITH LOCAL AGENCIES AND THE COUNTY COMMISSION OFFICE.	<input type="checkbox"/> Strategic Plan <input checked="" type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)
County Mgr. Priority (Circle One): People Service Technology Fiscal Responsibility	<input type="checkbox"/> Strategic Plan <input type="checkbox"/> Business Plan <input type="checkbox"/> Budgeted Priorities <input type="checkbox"/> Customer Service <input type="checkbox"/> Workforce Dev. <input type="checkbox"/> ECC Project <input type="checkbox"/> Audit Response <input type="checkbox"/> Other _____ (Describe)
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PERSONNEL SUMMARY

A. Filled/Vacancy Report

NUMBER OF FULL-TIME POSITIONS*	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
	9	9	9	0	9	0				

* Public Safety Departments should report the sworn versus non-sworn personnel separately and Departments with significant part-time, temporary or seasonal help should report these separately.

Notes:

B. Key Vacancies

None

C. Turnover Issues

None

D. Skill/Hiring Issues

None

E. Part-time, Temporary and Seasonal Personnel

(Including the number of temporaries long-term with the Department)

We have one Temp providing clerical assistance to our single family programs including our homebuyer clubs and workshops.

F. Other Issues

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FINANCIAL SUMMARY

(All Dollars in Thousands)

	PRIOR YEAR Actual	CURRENT FISCAL YEAR						
		Total Annual Budget	Quarter		Year-to-date			
			Budget	Actual	Budget	Actual	\$ Variance	% of Annual Budget
Revenues								
Multifamily	1,148	1,125	281	433	562	563	-1	0
Singlefamily	249	258	65	2,557	130	2,658	-2,528	980
Interest	1,184	1,500	375	210	750	376	374	25
Grant	40	0	0	0	0	15	-15	0
Misc.	0	12	3	5	6	13	-7	58
Cash Carryover	0	321	80	0	160	0	160	50
Total	2,621	3,216	804	3,205	1,608	3,625	-2,016	63
Expense*								
Personnel	782	824	206	188	412	468	-56	7
Operating	1,590	2,369	592	346	1,184	983	201	8
Capital	0	23	6	0	12	0	12	52
Total	2,372	3,216	804	534	1,608	1,451	157	

* Expenditures may be reported by activity as contained in your budget or may be reported by category (personnel, operating and capital).

Equity in pooled cash (for proprietary funds only)

Fund/ Subfund	Prior Year	Projected at Year-end as of			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4
Total					

Comments:

(Explain variances, discuss significant in-kind services, provide status of aged receivables at 30-60-90-+ days and those scheduled for write-off, if applicable)

Single Family revenues are over budget due to the refunding of our 1991 bond issue which released approximately \$2.5 million to the Authority to be used for future single family programs.

Interest income is below budget due to the low rates earned on our investments.

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STATEMENT OF PROJECTION AND OUTLOOK

The Department projects to be within authorized budgeted expenditures and projects that available revenues will exceed expenses except as noted below:

Notes and Issues:

(Summarize any concern or exception which will prohibit the Department from being within authorized budgeted expenditures and available revenues)

The Authority is working with several agencies within the county and with the office of Commissioner Carey-Shuler to develop an anti-predatory lending program. The funding for the program will come from the unused proceeds of the HomeSavers program developed in 2002 to assist families and individuals whose income was reduced as a result of the events of September 11, 2001. The unused proceeds totaling approximately \$2.7 million will be transferred to the Affordable Housing Foundation and will be recorded as a grant expenditure. This item is not budgeted for in the current fiscal year budget.

The Authority is currently partnering with a local developer to develop affordable housing in downtown Miami. The developer has requested that the Authority provide collateral to secure a construction loan with Wachovia Bank. The proceeds for the collateral are three of the \$1 million notes that are owed to the Authority by the Housing Agency.

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DEPARTMENT DIRECTOR REVIEW

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

Signature

Department Director

Date _____